

**CSA REGISTRATION FORM FOR CHILD AND ADOLESCENT FUNCTIONAL ASSESSMENT  
SYSTEM (CAFAS®) TRAINING**

**Date:** November 13<sup>th</sup> and 14<sup>th</sup>, 2003

**Time:** 8:30 am to 5:00 pm

**Where:** Henrico County Training Center, 7701 East Parham Road, Richmond, Virginia

**LOCALITIES ARE LIMITED TO REGISTERING TWO PARTICIPANTS DUE TO LIMITED  
SEATING AVIALABILTY AT THE TRAINING LOCATION**

**PLEASE PROVIDE ALL REQUESTED INFORMATION. MAIL THIS FORM AND FEES TO OCS  
AT THE MAILING ADDRESS FOUND ON THE NEXT PAGE.**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone including area code: \_\_\_\_\_

Fax including area code: \_\_\_\_\_

Email address: \_\_\_\_\_

Relationship to CSA: \_\_\_\_\_

**MANDATORY CAFAS® TRAINING MATERIAL SELECTION**

**EACH CAFAS® TRAINING PARTICIPANT IS REQUIRED TO ORDER THE  
APPROPRIATE CAFAS® TRAINING MANUAL FOR THE CAFAS® TRAINING.**

**PLEASE READ CAREFULLY BEFORE FINAL SELECTION!!!**

**CAFAS® Training Manual Request: Select the manual (circle only one) you will purchase  
prior to the CAFAS® training. The training manual will be distributed at the first day of  
training on November 13<sup>th</sup>, 2003.**

**2003 CAFAS® Self Training**

**Manual:**

This manual is for training raters to be reliable. This manual is intended for raters that have not attended the CAFAS® Booster 1 nor CAFAS® Booster 2 courses.

**2003 Booster 1-CAFAS®**

**Booster Manual:**

These 10 vignettes are used for the purposes of reassessing reliability, which should be done every year or every two years to guard against "rater drift". This manual is for intended for participants that have attended the Introduction to CAFAS® course or utilized the CAFAS® Self Training Manual (above) but have not attend the CAFAS® Booster 1 course.

**2003 Booster 2-CAFAS®**

**Booster Manual:**

This manual is used subsequent to the CAFAS Booster 1 manual to reassess reliability. This manual is intended for those participants who have attended both the Introduction to CAFAS® course and CAFAS® Booster courses but have not attended advanced CAFAS® Booster course.

**Circle your selection (select only one CAFAS© manual)\***

**Your name:**\_\_\_\_\_ **CSA Position**\_\_\_\_\_

- CAFAS© Self Training Manual (Blue Book)      \$25.00 (includes shipping)
- CAFAS© BOOSTER 1 Manual (Purple Book)      \$25.00 “ “
- CAFAS© BOOSTER 2 Manual (Pink Book)      \$25.00 “ “

**\*Please include a check in the amount of \$25.00 payable to “FUNCTIONAL ASSESSMENT SYSTEMS, LLC.” with the CAFAS© training Registration Form to order the training materials and cover shipping costs by September 23rd, 2003 to OCS. See OCS address mailing information below. The training materials will be distributed on the first day of the training on November 13, 2003.**

**CAFAS© TRAINING LUNCH INFORMATION:**

OCS will order box lunches to be delivered on both days of the training. The lunch break time is limited to 30 minutes due to the limited time frames of the training on both days. **The box lunch will include also include a drink. If you are interested in ordering lunch for November 13<sup>th</sup>, 2003 and November 14<sup>th</sup> 2003, please include a check payable to “CAFÉ 1602” with the CAFAS© training registration information in the amount of \$12.52 to OCS by September 23rd, 2003.**

Mail CAFAS© Registration Form and checks payable to Functional Assessment Systems and CAFÉ 1602 to:

**Office of Comprehensive Service  
Wythe Building  
1604 Santa Rosa Road  
Suite 137  
Richmond, Virginia  
23229  
Attn: Phil Quinn  
Phone: (804) 662-9817**

**\*Faxes or emails will not be accepted!**